

**CITY OF WILLIAMSBURG PLANNING DEPARTMENT  
2004 ARCHITECTURAL REVIEW BOARD SCHEDULE**

<b>MONTH</b>	<b>SUBMITTAL DATE 12:00 NOON Monday - One week prior to meeting date.</b>	<b>MEETING DATE 6:30 PM Second &amp; Fourth Tuesday Municipal Building</b>
<b>January, 2004</b>	January 5, 2004 <b>January 16, 2004*</b>	January 13, 2004 January 27, 2004
<b>February</b>	February 2 <b>February 13*</b>	February 10 February 24
<b>March</b>	March 1 March 15	March 9 March 23
<b>April</b>	April 5 April 19	April 13 April 27
<b>May</b>	May 3 May 17	May 11 May 25
<b>June</b>	<b>May 28*</b> June 14	June 8 June 22
<b>July</b>	<b>July 2*</b> July 19	July 13 July 27
<b>August</b>	August 2 August 16	August 10 August 24
<b>September</b>	<b>September 3*</b> September 20	September 14 September 28
<b>October</b>	October 4 October 18	October 12 October 26
<b>November</b>	November 1 November 15	November 9 November 23
<b>December</b>	December 6	December 14 [only one meeting this month]
<b>January, 2005</b>	January 3, 2005 January 17, 2005	January 11, 2005 January 25, 2005

If you have any questions, please call the Planning Department at (757) 220-6130. **\*Date changed due to holiday.** Our Fax Number is (757) 259-3798.

Carolyn A. Murphy  
Zoning Administrator

**All BUILDING APPLICATIONS must include nine (9) copies of the full-scale drawings of all building elevations, an application form signed by the owner of the property and a site plan drawn to scale for large commercial projects. Small projects such as a single family residential dwelling or addition must include a completed application form signed by the owner of the property, a site plan and may substitute one 11" x 17", 8.5" x 14", or 8.5" x 11" copy of all building elevations instead of nine (9) full scale drawings.**

**All SIGN APPLICATIONS must include nine (9) colored renderings of the proposed sign(s) with all drawings indicating the dimensions of the sign and scale of the drawing. For freestanding or monument signs the height of the sign from grade to the top of the sign must be drawn to scale and submitted for review. The application must be signed by the owner of the property.**